



SPECIAL PERMITS – COMPLETENESS REVIEW

FOR PARTYSTATUS APPLICATIONS

(Revised as of March 07, 2011)

	REQUIREMENT PARTYSTATUS APPLICATIONS	Details Needed	Provided
107.107(a)	Any person eligible to apply for a special permit may apply to be made party to an application or an existing special permit, other than a manufacturing special permit.		
107.107(b)	Each application filed under this section must-		
(b)(1)	Be submitted in duplicate to: Associate Administrator for Hazardous Materials Safety		
(b)(2)	Identify by number the special permit application or special permit to which the applicant seeks to become a party;	SP Number	
(b)(3)	State the name, street and mailing addresses, e-mail address optional, and telephone number of the applicant; if the applicant is not an individual, state the name, street and mailing addresses, e-mail address (if available) and telephone number of an individual designated as an agent of the applicant for all purposes related to the application; <u>Also includes this information for all known locations from which materials would be shipped.</u>	Name	
		Street Address	
		Mailing Address	
		E-Mail Address	
		Phone Number	
		CEO or President Name	
(b)(4)	If the applicant is not a resident of the United States, provide a designation of agent for service in accordance with §105.40 of this subchapter; and	Dunn and Bradstreet #	
		Agent Name	
		Street Address	
		Mailing Address	
		E-Mail Address	
(b)(5)	For a Class 1 material that is forbidden for transportation by aircraft except under a special permit (see Columns 9A and 9B in the table in 49 CFR 172.101), an applicant for party status to a special permit to transport such Class 1 material on passenger-carrying or cargo-only aircraft with a maximum certificated takeoff weight of less than 12,500 pounds must certify that no person within the categories listed in 18 U.S.C. 842(i) will participate in the transportation of the Class 1 material.	Phone Number	
		Certification Yes/No	
(b)(6)	The applicant must certify that the applicant has not previously been granted party status to the special permit. If the applicant has previously been granted party status		



(c)	The Associate Administrator grants or denies an application for party status in the manner specified in §107.113(e) and (f) of this subpart.		
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